# U.S. Department of Housing and Urban Development Office of Public and Indian Housing

Housing Authority of Paris- KY013 Small PHA Plan Update Annual Plan for Fiscal Year: **2001** 

NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES

# PHA Plan Agency Identification

PHA Name: Housing Authority of Paris
PHA Number: KY013
PHA Fiscal Year Beginning: 04/2001
PHA Plan Contact Information:  Name: Anna O. Vance Phone: 606 987-2575  TDD: 1-800-648-6056  Email (if available): annavance@kyk.net  Public Access to Information Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)  x Main administrative office of the PHA  PHA development management offices
Display Locations For PHA Plans and Supporting Documents
The PHA Plans (including attachments) are available for public inspection at: (select all that apply)  x
PHA Plan Supporting Documents are available for inspection at: (select all that apply)  x Main business office of the PHA  PHA development management offices  Other (list below)
PHA Programs Administered:
Public Housing and Section 8  Section 8 Only x Public Housing Only

# Annual PHA Plan Fiscal Year 2001

[24 CFR Part 903.7]

### i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

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#### **Annual Plan**

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- 3. Demolition and Disposition
- 4. Homeownership: Voucher Homeownership Program
- 5. Crime and Safety: PHDEP Plan
- 6. Other Information:
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  - B. Statement of Consistency with Consolidated Plan
  - C. Criteria for Substantial Deviations and Significant Amendments

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- x Attachment A : Supporting Documents Available for Review
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- x Attachment b : Capital Fund Program 5 Year Action Plan
- Attachment \_\_: Capital Fund Program Replacement Housing Factor Annual Statement
- Attachment \_\_: Public Housing Drug Elimination Program (PHDEP) Plan
- x Attachment \_B: Resident Membership on PHA Board or Governing Body
- x Attachment \_C: Membership of Resident Advisory Board or Boards
- x Attachment \_c\_: Comments of Resident Advisory Board or Boards & Explanation of

PHA Response (must be attached if not included in PHA Plan text)

x Other (List below, providing each attachment name)

Executive Summary KY013a01 Pet Policy KY013d01 Community Service KY013e01 RASS Followup Plan KY013f01

# ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

See Attachment KY013a01

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HUD 50075 OMB Approval No: 2577-0226 Expires: 03/31/2002

# 1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

Pet Policy KY013d01 Community Service KY013e01

### 2. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

- A. x Yes No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?
- B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 340,649
- C. x Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.
- D. Capital Fund Program Grant Submissions

## (1) Capital Fund Program 5-Year Action Plan

The Capital Fund Program 5-Year Action Plan is provided as Attachment KY013b01

### (2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided imbedded in template.

# 3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability: Section 8 only PHAs are not required to complete this section.

1. X Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to

section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to next component; if "yes", complete one activity description for each

development.)

#### 2. Activity Description

# Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)

1a. Development name: Horton Drive

1b. Development (project) number: KY13-01

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HUD 50075 OMB Approval No: 2577-0226 Expires: 03/31/2002

2. Activity type: Demolition X
Disposition
3. Application status (select one)
Approved
Submitted, pending approval X
Planned application
4. Date application approved, submitted, or planned for submission: Jan 10, 2000
5. Number of units affected: 6 Units
6. Coverage of action (select one)
X Part of the development
☐ Total development
7. Relocation resources (select all that apply)
Section 8 for units
Public housing for units
X Preference for admission to other public housing or section 8
Other housing for units (describe below)
8. Timeline for activity: <b>PENDING HUD APPROVAL</b>
a. Actual or projected start date of activity:
b. Actual or projected start date of relocation activities:
c. Projected end date of activity:
Demolition/Disposition Activity Description
(Not including Activities Associated with HOPE VI or Conversion Activities)
(Not including Activities Associated with HOPE VI or Conversion Activities)  1a. Development name: Hillside
1a. Development name: Hillside
<ul><li>1a. Development name: Hillside</li><li>1b. Development (project) number: KY13-02</li></ul>
1a. Development name: Hillside 1b. Development (project) number: KY13-02 2. Activity type: Demolition X
1a. Development name: Hillside 1b. Development (project) number: KY13-02 2. Activity type: Demolition X Disposition
1a. Development name: Hillside 1b. Development (project) number: KY13-02  2. Activity type: Demolition X Disposition   3. Application status (select one)
1a. Development name: Hillside 1b. Development (project) number: KY13-02  2. Activity type: Demolition X Disposition   3. Application status (select one) Approved
1a. Development name: Hillside 1b. Development (project) number: KY13-02  2. Activity type: Demolition X Disposition   3. Application status (select one) Approved  Submitted, pending approval X
1a. Development name: Hillside 1b. Development (project) number: KY13-02  2. Activity type: Demolition X Disposition  3. Application status (select one) Approved Submitted, pending approval X Planned application
1a. Development name: Hillside 1b. Development (project) number: KY13-02  2. Activity type: Demolition X
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1a. Development name: Hillside 1b. Development (project) number: KY13-02  2. Activity type: Demolition X Disposition  3. Application status (select one) Approved Submitted, pending approval X Planned application  4. Date application approved, submitted, or planned for submission: January 10, 2000  5. Number of units affected: 10 Units 6. Coverage of action (select one) X Part of the development
1a. Development name: Hillside  1b. Development (project) number: KY13-02  2. Activity type: Demolition X
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1a. Development (project) number: KY13-02  2. Activity type: Demolition X Disposition □  3. Application status (select one) Approved □ Submitted, pending approval X Planned application  4. Date application approved, submitted, or planned for submission: January 10, 2000  5. Number of units affected: 10 Units  6. Coverage of action (select one) X Part of the development □ Total development □ Total development  7. Relocation resources (select all that apply) □ Section 8 for units Public housing for units X Preference for admission to other public housing or section 8 □ Other housing for units (describe below)

c. Projected end date of activity:
4. Voucher Homeownership Program [24 CFR Part 903.7 9 (k)]
A. Tes x No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No", skip to next component; if "yes", describe each program using the table below (copy and complete questions for each program identified.)
B. Capacity of the PHA to Administer a Section 8 Homeownership Program  The PHA has demonstrated its capacity to administer the program by (select all that apply):  Establishing a minimum homeowner downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment comes from the family's resources  Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards  Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):
[24 CFR Part 903.7 (m)] Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.
A.  Yes x No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$
C. Yes No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.
D. Yes No: The PHDEP Plan is attached at Attachment
6. Other Information [24 CFR Part 903.7 9 (r)]
A. Resident Advisory Board (RAB) Recommendations and PHA Response
1. x Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2.	If yes, the	comments are Attached at Attachment (File name) KY013c01
3.	In what max	anner did the PHA address those comments? (select all that apply)  The PHA changed portions of the PHA Plan in response to comments  A list of these changes is included  Yes No: below or
		x Yes No: at the end of the RAB Comments in Attachment KY013c01. Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the at the end of the RAB Comments in Attachment
		Other: (list below)
В.	Statemen	t of Consistency with the Consolidated Plan
Fo	r each applica	ble Consolidated Plan, make the following statement (copy questions as many times as necessary).
		olidated Plan jurisdiction: (provide name here) wealth of Kentucky Statewide Plan
2.		has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan sdiction: (select all that apply)
	X	The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
		The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
		The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
		Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)  Other: (list below)
3.	-	uests for support from the Consolidated Plan Agency  Does the PHA request financial or other support from the State or local government agency in
		order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:
4.		olidated Plan of the jurisdiction supports the PHA Plan with the following actions and ents: (describe below)
pla	an. A contii	Authority of Paris has included its citizens and residents in creating this agency plan and five-year nuing program of resident consultation has been implemented by the Authority. The Authority will aintain and modernize its 203 public housing units. The Housing Authority of Paris is committed

to providing quality, affordable housing and services in an efficient and creative manner. It should be noted at this time the Housing Authority of Paris serves predominantly the very low income in the community.

#### C. Criteria for Substantial Deviation and Significant Amendments

#### 1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

- **A. Substantial Deviation from the 5-year Plan:** The Housing Authority of Paris considers the following to be Substantial Deviations from the 5-Year Plan:
- 1. Adding or deleting more than two Goals would be a substantial deviation to the 5-year Plan.
- **B. Significant Amendment or Modification to the Annual Plan:** The Housing Authority of Paris considers the following to be a Significant Amendment or Modification to the Annual Plan:
- 1. Changes to rent or admissions policies or organization of the waiting list.
- 2. Additions of non-emergency work items not included in the Annual Statement or 5-Year Action Plan.
- 3. The Authority is setting a 40% threshold on Capital Fund revisions. This provision is in effect unless the Executive Director declares an emergency situation exists.
- 4. Change in the use of any Replacement Reserve Fund.
- 5. Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

# <u>Attachment\_A\_</u> Supporting Documents Available for Review

PHAs are to indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review							
Applicable & On Display	Supporting Document	Related Plan Component					
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans					
X	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans					

List of Supporting Documents Available for Review						
Applicable	Supporting Document	Related Plan				
& 0 Di 1		Component				
On Display X	Fair Haveing Degymentation Compositing Fair Haveing	5 Year and Annual				
A	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its	Plans				
	programs or proposed programs, identified any impediments to fair	rians				
	housing choice in those programs, addressed or is addressing					
	those impediments in a reasonable fashion in view of the resources					
	available, and worked or is working with local jurisdictions to					
	implement any of the jurisdictions' initiatives to affirmatively					
	further fair housing that require the PHA's involvement.					
X	Housing Needs Statement of the Consolidated Plan for the	Annual Plan:				
	jurisdiction/s in which the PHA is located and any additional	Housing Needs				
	backup data to support statement of housing needs in the					
	jurisdiction					
X	Most recent board-approved operating budget for the public	Annual Plan:				
	housing program	Financial Resources				
X	Public Housing Admissions and (Continued) Occupancy Policy	Annual Plan:				
	(A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Eligibility, Selection, and Admissions				
	Assignment Flan [15AF]	Policies				
X	Any policy governing occupancy of Police Officers in Public	Annual Plan:				
. 1	Housing	Eligibility, Selection,				
	check here if included in the public housing	and Admissions				
	A&O Policy	Policies				
	Section 8 Administrative Plan	Annual Plan:				
		Eligibility, Selection,				
		and Admissions				
		Policies				
X	Public housing rent determination policies, including the method	Annual Plan: Rent				
	for setting public housing flat rents	Determination				
	check here if included in the public housing					
	A & O Policy					
X	Schedule of flat rents offered at each public housing development	Annual Plan: Rent				
	check here if included in the public housing	Determination				
	A & O Policy					
	Section 8 rent determination (payment standard) policies	Annual Plan: Rent				
	check here if included in Section 8 Administrative	Determination				
	Plan					
X	Public housing management and maintenance policy documents,	Annual Plan:				
	including policies for the prevention or eradication of pest	Operations and				
X	infestation (including cockroach infestation)  Results of latest hinding Public Housing Assessment System	Maintenance				
Λ	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and				
	(11179) Assessment	Operations				
X	Follow-up Plan to Results of the PHAS Resident Satisfaction	Annual Plan:				
<b>. 1</b>	Survey (if necessary)	Operations and				
	Sality (In necessary)	Maintenance and				
		Community Service &				
		Self-Sufficiency				

List of Supporting Documents Available for Review							
Applicable	Supporting Document	Related Plan					
&		Component					
On Display	D. I. Classic OM	4 1 101					
	Results of latest Section 8 Management Assessment System	Annual Plan:					
	(SEMAP)	Management and Operations					
	Any required policies governing any Section 8 special housing	Annual Plan:					
	types	Operations and					
	check here if included in Section 8 Administrative	Maintenance					
	Plan						
X	Public housing grievance procedures	Annual Plan: Grievance					
	X check here if included in the public housing	Procedures					
	A & O Policy						
	Section 8 informal review and hearing procedures	Annual Plan:					
	check here if included in Section 8 Administrative	Grievance Procedures					
	Plan						
X	The HUD-approved Capital Fund/Comprehensive Grant Program	Annual Plan: Capital					
	Annual Statement (HUD 52837) for any active grant year	Needs					
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any	Annual Plan: Capital					
	active CIAP grants	Needs					
	Approved HOPE VI applications or, if more recent, approved or	Annual Plan: Capital					
	submitted HOPE VI Revitalization Plans, or any other approved	Needs					
X	proposal for development of public housing  Self-evaluation, Needs Assessment and Transition Plan required	Annual Plan: Capital					
Λ	by regulations implementing §504 of the Rehabilitation Act and	Needs					
	the Americans with Disabilities Act. See, PIH 99-52 (HA).	recus					
	Approved or submitted applications for demolition and/or	Annual Plan:					
	disposition of public housing	Demolition and					
		Disposition					
	Approved or submitted applications for designation of public	Annual Plan:					
	housing (Designated Housing Plans)	Designation of Public					
		Housing					
	Approved or submitted assessments of reasonable revitalization of	Annual Plan:					
	public housing and approved or submitted conversion plans	Conversion of Public Housing					
	prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of	nousing					
	the US Housing Act of 1937						
	Approved or submitted public housing homeownership	Annual Plan:					
	programs/plans	Homeownership					
	Policies governing any Section 8 Homeownership program	Annual Plan:					
	(sectionof the Section 8 Administrative Plan)	Homeownership					
X	Cooperation agreement between the PHA and the TANF agency	Annual Plan:					
	and between the PHA and local employment and training service	Community Service &					
	agencies	Self-Sufficiency					
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan:					
		Community Service &					
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	Self-Sufficiency Annual Plan:					
^	Section 5 documentation required by 24 CFR Fart 155, Subpart E	Community Service &					
		Self-Sufficiency					
		Self Bufficiency					

List of Supporting Documents Available for Review							
Applicable & On Display	Supporting Document	Related Plan Component					
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency					
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention					
	PHDEP-related documentation:  Baseline law enforcement services for public housing developments assisted under the PHDEP plan;  Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15);  Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;  Coordination with other law enforcement efforts;  Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and  All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.	Annual Plan: Safety and Crime Prevention					
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G)  check here if included in the public housing A & O Policy	Pet Policy					
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit					
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs					
X	Other supporting documents (optional) Community Service Requirement Policy	Community Service					

Annual Statement/Performance and Evaluation Report							
Capi	Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary						
PHA N	ame: Housing Authority of Paris	Grant Type and Number	<u> </u>				
		Capital Fund Program: KY	36-P013-50201				
		Capital Fund Program			2001		
***		Replacement Housing					
	inal Annual Statement		sasters/ Emergencies Rev	rised Annual Statement (rev	ision no: )		
	formance and Evaluation Report for Period Ending:		and Evaluation Report	m . 1 A	1.10		
Line	Summary by Development Account	Total Esti	mated Cost	Total Ac	tual Cost		
No.		Original	Revised	Obligated	Expended		
1	Total non-CFP Funds	0		9	•		
2	1406 Operations	68,149					
3	1408 Management Improvements						
4	1410 Administration	8,550					
5	1411 Audit						
6	1415 liquidated Damages						
7	1430 Fees and Costs	47,750					
8	1440 Site Acquisition						
9	1450 Site Improvement						
10	1460 Dwelling Structures	177,200					
11	1465.1 Dwelling Equipment—Nonexpendable	39,000					
12	1470 Nondwelling Structures						
13	1475 Nondwelling Equipment						
14	1485 Demolition						
15	1490 Replacement Reserve						
16	1492 Moving to Work Demonstration						
17	1495.1 Relocation Costs						
18	1498 Mod Used for Development						
19	1502 Contingency						
20	Amount of Annual Grant: (sum of lines 2-19)	340,649					
21	Amount of line 20 Related to LBP Activities						
22	Amount of line 20 Related to Section 504 Compliance						

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary							
PHA N	ame: Housing Authority of Paris	Grant Type and Number			Federal FY of Grant:		
		Capital Fund Program: KY3	36-P013-50201				
		Capital Fund Program			2001		
		Replacement Housing F	Factor Grant No:				
XOrig	inal Annual Statement	Reserve for Dis	sasters/ Emergencies 🔲 Rev	vised Annual Statement (rev	ision no: )		
Per	formance and Evaluation Report for Period Ending:	Final Performance a	and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost Total A		tual Cost			
No.							
23	Amount of line 20 Related to Security						
24	Amount of line 20 Related to Energy Conservation						
	Measures						

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Housi	ng Authority of Paris	Grant Type and Number Capital Fund Program #: KY36-P013-50201 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001			
Development Number	General Description of Major Work Categories	Dev. Acct No.			Total Actual Cost		Status of Proposed	
Name/HA-Wide Activities				Original	Revised	Funds Obligated	Funds Expended	Work
PHAW	Operations	1406		68,149				
PHAW	Administration	1410		8,550				
PHAW	Architect & Consulting Fees	1430		47,750				
KY13-08	Replace VCT Flooring	1460		54,000				
KY13-08	Repair Plaster and Paint Units	1460		60,000				
KY13-08	New Vinyl Siding, trim and gutters	1460		40,200				
KY13-08	Replace Bifold Doors	1460		23,000				
KY13-08	Purchase new Appliances	1465		39,000				

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part III: Implementation Schedule								
PHA Name: Housing Autl	PHA Name: Housing Authority of Paris Grant Type and No.						Federal FY of Grant: 2001	
			Capital Fund Program #: KY36-P013-50201 Capital Fund Program Replacement Housing Factor #:					
Development Number	A 11	Capit Fund Obligat			asing Factor #: Il Funds Expended	4	Reasons for Revised Target Dates	
Name/HA-Wide		i Fulla Obligati iart Ending Da			uarter Ending Date		Reasons for Revised Target Dates	
Activities	(2.	ur znamg z t	,	( )	united Enumg 2 ut	-,		
	Original	Revised	Actual	Original	Revised	Actual		
KY13-08	06/30/03			06/30/05				
						1		

# Required Attachment \_B\_\_: Resident Member on the PHA Governing Board

1. Yes X No:	Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)
A. Name of reside	ent member(s) on the governing board:
	esident board member selected: (select one)? Elected spointed
C. The term of ap	pointment is (include the date term expires):
	governing board does not have at least one member who is directly the PHA, why not?  the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.  Other (explain): Until currently there was no opening on the Board for new members. Due to the unfortunate death of a Board Member a position has opened up. The Board is in the process of polling Residents to fill the opening.
	erm expiration of a governing board member: Position currently our year term.
	of appointing official(s) for governing board (indicate appointing next position): Mayor Douglas Castle
Required Atta Board or Boar	-
unreasonably long	ne Resident Advisory Board or Boards: (If the list would be , list organizations represented or otherwise provide a description fy how members are chosen.)
1. Diane Hen	derson

- 2. Rita Penny
- 3. Brenda Thomas
- 4. Paula Patterson
- 5. Cozene Taylor
- 6. Bernard Smith

## **EXECUTIVE SUMMARY**

The Housing Authority of Paris has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

We have adopted the following mission statement to guide the activities of the Housing Authority of Paris.

The Housing Authority of Paris is committed to providing quality, affordable housing and services in an efficient and creative manner.

We have also adopted the following goals and objectives for the next five years.

#### MANAGEMENT ISSUE

- **GOAL 1:** Manage the Housing Authority of Paris's existing public housing program in an efficient and effective manner thereby qualifying as a high performer.
- **GOAL 2:** Manage the Housing Authority of Paris in a manner that results in full compliance with applicable statutes and regulations.

#### **Objectives:**

1. The Housing Authority of Paris shall make our public housing units more marketable to the community as evidenced by an increase in our waiting list to one that requires a three-month wait for housing by December 31, 2004.

The Waiting list is currently at 20 persons with a one month average wait for housing.

The demand in Paris is for 2 and 3 bedroom units at the family sites. There is an excess of 1

bedroom units at this time.

2. The Housing Authority of Paris shall achieve and sustain an occupancy rate of 95% by December 31, 2004.

Current occupancy rate is 95%.

#### MARKETABILITY ISSUE

**GOAL:** Enhance the marketability of the Housing Authority of Paris's public housing units.

#### **Objectives:**

1. The Housing Authority of Paris shall achieve a level of customer satisfaction that gives the agency the highest score possible in this element of the Public Housing Assessment System.

The Authority's 3/31/00 score in this area was 4.025 points out of 10. The Authority received its letter from REAC nearly a month after it was dated and had an extremely difficult time accessing REAC's Website. The Authority has planned with the Paris Police Department to respond to the Security issue raised by the residents.

2. The Housing Authority of Paris shall achieve proper curb appeal for its public housing developments by improving its landscaping, keeping its grass cut, making the properties litter-free and other actions by December 31, 2004.

The landscaped 4 sites in 2000 and will do 3 more sites in 2001. All sites will eventually be landscaped.

#### SECURITY ISSUES

**GOAL 1:** Provide a safe and secure environment in the Housing Authority of Paris's public housing developments.

The Paris Police Department has increased the frequency of police patrols at Public Housing sites on a regular basis.

**GOAL 2:** Improve resident and community perception of safety and security in the Housing Authority of Paris's public housing developments.

Paris City Government has hired four new police officers. Two new officers are assigned in the target area of PHA-not just the Authority, but the entire southwest area of Paris.

#### **Objectives**

1. The Housing Authority of Paris shall create the memorandum of understanding between the jurisdiction's police force and this agency. The purpose of this is to better define the "edge problem" of crime that occurs near our developments and develop strategies for identifying and reducing this problem.

# Paris City Government hired four new police officers. The Police Chief is writing a new

# memorandum of understanding between the Authority and the Paris Police Department.

2. The Housing Authority of Paris shall reduce its evictions due to violations of criminal laws by 50% by December 31, 2004, through aggressive screening procedures.

Two new officers are assigned in the target are of PHA, not just PHA, but entire southwest area of Paris.

#### **MAINTENANCE ISSUE**

**GOAL:** Maintain the Housing Authority of Paris's real estate by delivering high quality maintenance in a timely manner to the residents.

#### **Objectives**

1. The Housing Authority of Paris shall sustain and improve the preventative maintenance plan by December 31, 2001.

2. The Housing Authority of Paris shall create an appealing, up-to-date environment in its developments by December 31, 2004.

#### **EQUAL OPPORTUNITY ISSUE**

**GOAL:** Operate the Housing Authority of Paris in full compliance with all Equal Opportunity laws and regulations.

**Objective:** The Housing Authority of Paris shall mix its public housing development populations as much as possible ethnically, racially, and income wise as much as possible.

#### PUBLIC IMAGE ISSUE

**GOAL:** Enhance the image of public housing in our community. **Objectives:** 

- 1. The Housing Authority of Paris's leadership shall speak to at least two civic, religious, or fraternal groups a year between now and December 31, 2004, to explain how important they are to the community.
- 2. The Housing Authority of Paris shall ensure that there are at least three positive stories a year in the local media about the Housing Authority or one of its residents.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan:

• Comprehensive Modernization at Pittenger Heights

In summary, we are on course to improve the condition of affordable housing in Paris.

Sincerely,

Anna Preston Vance Executive Director

# **Optional Table for 5-Year Action Plan for Capital Fund (Component 7)**

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

	Optional 5-Year Actio	on Plan Tables		
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
	H A Wide	Omts		
KY 013				
Description of N Improvements	eeded Physical Improvements or I	Management	Estimated Cost	Planned Start Date (HA Fiscal Year)
Purchase Van			\$35,000	2005
Upgrade Office	Computer System		\$25,000	2005
Landscaping all	sites		\$30,000	2005
Replace Sidewal	k all Sites		\$50,000	2005
Purchase Compu	ıter Lab Equipment		\$25,000	2005
Replace deterior	rated roofing		\$75,000	2005
Total estimated	cost over next 5 years		\$240,000	

# **Optional Table for 5-Year Action Plan for Capital Fund (Component 7)**

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

	Optional 5-Year Actio	on Plan Tables		
Development	<b>Development Name</b>	Number	% Vacancies	
Number	(or indicate PHA wide)	Vacant Units	in Development	
	Hillside Apartments			
KY 13-01				
-	eeded Physical Improvements or I	Management	Estimated	Planned Start Date
Improvements			Cost	(HA Fiscal Year)
Construct New C	Community Building		\$285,000	2004
Replace 4" Sanit	ary Sewer Laterals		\$50,000	2003
Install Laundry	Hookups & Replace Water Lines		\$60,000	2003
Demolish Units			\$60,000	2002
Playground Equi	ipment		\$20,000	2002
Install new parki	ing		\$17,500	2002
Repair Plaster &	Paint units		\$50,000	2003
Repair sidewalks	3		\$20,000	2003
Install handrails	at exterior stairs		\$15,000	2003
Install closet doo	rs		\$70,000	2003
New landscaping	3		\$20,000	2003
Repair and repla	ce metal fencing		\$75,000	2005
Total estimated of	cost over next 5 years		\$742,500	

# **Optional Table for 5-Year Action Plan for Capital Fund (Component 7)**

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

	Optional 5-Year Actio	n Plan Tables		
Development	Development Name	Number	% Vacancies	
Number	(or indicate PHA wide)	Vacant	in Development	
		Units		
	Pittenger Heights			
KY 13-08				
Description of Need	led Physical Improvements or N	Management	Estimated	<b>Planned Start Date</b>
Improvements			Cost	(HA Fiscal Year)
Construct New Entry Road and Parking Area		\$70,000	2002	
Total estimated cos	t over next 5 years		\$70,000	

# **Optional Table for 5-Year Action Plan for Capital Fund (Component 7)**

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

	Optional 5-Year Actio	on Plan Tables		
Development	<b>Development Name</b>	Number	% Vacancies	
Number	(or indicate PHA wide)	Vacant Units	in Development	
KY 13-07				
Description of Ne	eded Physical Improvements or N	Management	Estimated	Planned Start Date
Improvements			Cost	(HA Fiscal Year)
Remove & replace exterior metal railing & stairs		\$25,000	2005	
Total estimated c	ost over next 5 years		\$25,000	

# **Optional Table for 5-Year Action Plan for Capital Fund (Component 7)**

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

	Optional 5-Year Ac	tion Plan Tables		
Development	Development Name	Number	% Vacancies	

Number	(or indicate PHA wide)	Vacant Units	in Development	
KY 13-02	No adad Dhugʻasl Immusususususus an N	<b>1</b>	Estimated	Planned Start Date
Improvements	Needed Physical Improvements or N	ranagement	Cost	(HA Fiscal Year)
Demolition of u	units		\$80,000	2002
New Playgrour	nd Equipment		\$20,000	2002
New Parking A	reas		\$17,500	2002
Total estimated	l cost over next 5 years		\$117,500	

## RESIDENT COMMENTS

The Housing Authority of Paris has engaged in an extensive process of seeking resident and public comments on our Agency Plan. In the course of compiling the Plan we engaged in the following process.

A meeting of the Resident Advisory Board was conducted on August 9, 2000. Attending were Rita Penny, Brenda Thomas, Norma Coldiron, Paula Henderson, Bernard Smith, Anna Vance, and Barbara Wells. This meeting detailed forthcoming programs and updated the Annual Plan. The residents inquired about the work at Pittenger Heights and a van for resident activities. The residents also inquired about carpeting, and washer and dryer hookups or a Laundromat in the developments.

A meeting with the Resident Advisory Board was conducted at 6:00 P.M. on January 30, 2001. A draft Agency Plan was presented to the residents to advise them of the Authority's initial planning.

Attending were residents: Ms. Brenda Thomas, Ms. Rita Penny, Ms Paula Patterson, Ms Diane Henderson, Ms. Cozene Taylor, and Mr. Bernard Smith. These residents are the Resident Advisory Board. Attending for the Authority were Ms. Anna Vance, Ms. Barbara Wells and Mr. Ed Cooper of Consultants Plus. Changes to the draft HUD Pet Policy were discussed. The consensus was to keep pets on the small side and to keep an annual fee and a pet deposit on all animals.

Another meeting was conducted on February 13, 2001. Attending the meeting were Ms. Donna Howard, Ms. Diane Henderson, Ms. Paula Paterson, and Mr. Bernard Smith of the Residnet Advisory Board. Attending for the Authority were Ms. Barbara Wells and Mr. Ed Cooper of Consultants Plus. The topic of discussion was Community Service. Activities in Paris for Community Service were identified and are now included in the policy. The biggest problem is Paris is the lack of transportation and the lack of adequate community space at the Authority. This has been a continuing problem at the Authority. A new Community Facility will be built on the Horton Drive Site with 2004 funds.

The Public Meeting was conducted March 8, 2001 at the Paris Municipal Building at 6 P.M. Attending the Public Meeting were: Residents Rita Penny and Paula Patterson, Mr. Douglas Castle, Mayor of Paris, Ms. Janet Patton, City Council, Mr. Robert Casher, City Manager, Ms. Anna Vance, Executive Director, and Ms. Barbara Well of the Housing Authority of Paris, Mr. Ed Dove, Attorney for the Authority, Mr. Robert Stich of S&S Engineers, and Mr. Ed Cooper of Consultants Plus.

The Public Meeting detailed the updated Housing Authority 2001 Plan. City Commissioner Patton had some comments to make. She was concerned with the residents working relationship with the Paris Police Department. She offered a membership in the Citizen Patrol Academy, a police program for citizens. This was made available to a member of the Resident Advisory Board. The program is to take place in Lexington on June 12<sup>th</sup> and continues on Tuesdays until August 14<sup>th</sup>. This program will make the citizens more aware of what police policy and practices are. She also made herself aware of the residents requests for security in their apartments, and the sense of isolation from the rest of the community.

It was noted during the meeting that the bulk of the funds would go to KY 13-08 and that subsequent years funding would begin again with KY 13-01 and KY 13-02. The new Community Center at Horton Drive was discussed as a means to help focus the Public Housing Community. The meeting ended at 7 P.M.

### **Housing Authority of Paris (HA)**

Dwelling Lease Addendum

# **Pet Policy**

#### Section I.

- 1. Pet ownership: A tenant may own one or more common household pets or have one or more common household pets present in the dwelling unit of such tenant, subject to the following conditions:
  - A. Each Head of Household may own up to two pets. If one of the pets is a dog or cat, (or other four-legged animal), the second pet must be contained in a cage or an aquarium for fish. Each bird or other animals, other than fish, shall be counted as one pet.
  - B. If the pet is a dog or cat, it must be neutered/spayed by the age of six (6) months, and cats must be declawed by the age of three (3) months. The evidence can be provided by a statement/bill from a veterinarian and/or staff of the humane society. The evidence must be provided prior to the execution of this agreement and/or within 10 days of the pet becoming of the age to be neutered/spayed or declawed. Tenant must provide waterproof and leak proof litter boxes for cat waste, which must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. The Tenant shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Also, the weight of a cat cannot exceed 10 pounds (fully grown) and a dog may not exceed 10 pounds in weight (fully grown). All other four-legged animals are limited to 10 pounds (fully grown). NOTE: Any pet that is not fully-grown will be weighed every six months. Also any pet that exceeds the weight limit at any time during occupancy will not be an eligible pet and must be removed from HA property.
  - C. If the pet is a bird, it shall be housed in a birdcage and cannot be let out of the cage at any time.
  - D. If the pet is a fish, the aquarium must be 20 gallons or less, and the container must be placed in a safe location in the unit. The Tenant is limited to one container for the fish; however, there is no limit on the number of fish that can be maintained in the container as long as the container is maintained in a safe and nonhazardous manner.
  - E. If the pet is a cat or dog, it must have received rabies and distemper inoculations or boosters, as applicable. Evidence of inoculations can be provided by a statement/bill from veterinarian or staff of the humane society and must be provided before the execution of this agreement.
  - F. All pets must be housed within the unit and no facilities can be constructed outside of the unit for any pet. No animal shall be permitted to be loose and if the pet is taken outside it must be taken outside on a leash and kept off other Tenant's lawns. Also, all pets must wear collars with identification at all times. Pets without a collar will be picked-up immediately and transported to the

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Humane Society or other appropriate facility.

G. All authorized pet(s) must be under the control of an adult. An unleashed pet, or one tied to a fixed object, is not considered to be under the control of an adult. Pets which are unleashed, or leashed and unattended, on HA property may be impounded and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet at the expense of the Tenant. Also, if a member of the HA staff has to take a pet to the Humane Society the Tenant will be charged \$50 to cover the expense of taking the pet(s) to the Humane Society.

- H. Pet(s) may not be left unattended for more than twenty-four consecutive hours. If it is reported to HA staff that a pet(s) has been left unattended for more than a twenty-four (24) consecutive hour period, HA staff may enter the unit and remove the pet and transfer the pet to the humane society. Any expense to remove and reclaim the pet from any facility will be the responsibility of the Tenant. In the case of an emergency, the HA will work with the resident to allow more than 24 hours for the resident to make accommodations for the pet.
- I. Pet(s), as applicable, must be weighed by a veterinarian or staff of the humane society. A statement containing the weight of the pet must be provided to the HA prior to the execution of this agreement and upon request by the HA.
- 2. Responsible Pet Ownership: Each pet must be maintained responsibly and in accordance with this pet ownership lease addendum and in accordance with all applicable ordinances, state and local public health, animal control, and animal anti-cruelty laws and regulations governing pet ownership. Any waste generated by a pet must be properly and promptly disposed of by the tenant to avoid any unpleasant and unsanitary odor from being in the unit.
- 3. Prohibited Animals: Animals or breeds of animals that are considered by the HA to be vicious and/or intimidating will not be allowed. Some examples of animals that have a reputation of a vicious nature are: reptiles, Rottwieler, Doberman Pinscher, Pit Bulldog, and/or any animal that displays vicious behavior. Also no Domestic Animals, wild animals, or stray animals will be allowed. This determination will be made by a HA representative prior to the execution of this lease addendum.
- 4. Pet(s) shall not disturb, interfere or diminish the peaceful enjoyment of other tenants. The terms, "disturb, interfere or diminish" shall include but not be limited to barking, howling, chirping, biting, scratching and other like activities. This includes any pets that make noise continuously and/or incessantly for a period of 10 minutes or intermittently for one-half hour or more and therefore disturbs any person at any time of the day or night. The Housing Manager will terminate this authorization if a pet disturbs other tenants under this section of the lease addendum. The Tenant will be given one week to make other arrangements for the care of the pet or the dwelling lease will be terminated.
- 5. If the animal should become destructive, create a nuisance, represent a threat to the safety and security of other persons, or create a problem in the area of cleanliness and sanitation, the Housing Manager will notify the tenant, in writing, that the animal must be removed from the Public Housing Development, within 10 day of the date of the notice from the HA. The Tenant may request a hearing, which will be handled according to the HA's established grievance procedure. The pet may remain with the tenant during the hearing process unless the HA has determined that the pet may be a danger or threat

to the safety and security of other persons. If this determination has been made by the HA, the pet must be immediately removed from the unit upon receipt of the notice from the HA.

- 6. The Tenant is solely responsible for cleaning up the waste of the pet within the dwelling and on the premises of the public housing development. If the pet is taken outside it must be on a leash at all times. If there is any visible waste by the pet it must be disposed of in a plastic bag, securely tied and placed in the garbage receptacle for their unit. If the HA staff is required to clean any waste left by a pet, the Tenant will be charged \$25 for the removal of the waste.
- 7. The Tenant shall have pets restrained so that maintenance can be performed in the apartment. The Tenant shall, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals restrained or caged. If a maintenance person enters an apartment where an animal is not restrained, maintenance shall not be performed, and the Tenant shall be charged a fee of \$25.00. If this same situation again occurs, the pet shall be removed from the premises. Pets that are not caged or properly restrained may be impounded by animal control officers or by HA staff and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet at the expense of the Tenant. Also, if a member of the HA staff takes a pet to the Humane Society the Tenant will be charged an additional \$50 to cover the expense of taking the pet(s) to the Humane Society. The housing authority shall not be responsible if any animal escapes from the residence due to maintenance, inspections or other activities of the landlord.
- 8. Pets may not be bred or used for any commercial purposes.

# Section II. SCHEDULE OF ANNUAL FEES AND INITIAL DEPOSIT NON-REFUNDABLE FEE AND DEPOSIT SCHEDULE

(An Annual Fee and Deposit is required for each pet)

Type of Pet	Fee	Deposit
Dog	\$150	\$250
Cat	\$100	\$150
Fish Aquarium	\$50	\$100
Fish Bowl (Requires no power and no larger than two gallons)	\$0	\$25
Caged Pets	\$100	\$150

Note: The above schedule is applicable for each pet; therefore, if a tenant has more than one pet he or she must pay the applicable annual fee and deposit for each pet.

The entire annual fee and deposit (subject to the exception listed below) must be paid prior to the execution of the lease addendum. No pet shall be allowed in the unit prior to the completion of the terms of this pet policy. The annual fee shall be paid at the time of reexamination each year and all proof of inoculations and other requirements shall be made available to the HA at such time. The Annual Fee is not reimbursable. The deposit made shall be utilized to offset damages caused by the pet and/or tenant. THERE SHALL BE NO REFUND OF THE ANNUAL FEE OR DEPOSIT.

It shall be a serious violation of the lease for any tenant to have a pet without proper approval and without having complied with the terms of this policy. Such violation shall be considered to

be a violation of Paragraph IV (L) of the lease (a serious violation) and the HA will issue a termination notice. The tenant will be entitled to a grievance hearing in accordance with the provisions of Paragraph 5 of this Pet Policy or the Grievance Procedure, as applicable.

## **RESIDENT ACKNOWLEDGMENT**

After reading and/or having read to me this lease addendum I,	(D: (N)
agree to the following:	(Print Name)
I agree to abide by the requirements outlined in this lease addendum for pet keep the pet(s) in accordance with this lease addendum.	ownership and to
I agree and understand that I am liable for any damage or injury whatsoever ca shall pay the landlord or applicable party for any damages or injury caused by realize that I should obtain liability insurance for pet ownership and that paying is my responsibility.	the pet(s). I also
I agree to accept full responsibility and will indemnify and hold harmless the landlord f injuries to third parties or their property caused by my pet(s).	for any claims by or
I agree to pay a non-refundable annual/monthly (circle applicable one) fee cover some of the additional operating cost incurred by the HA. I also underst due and payable prior to the execution of this lease addendum and each twelve	and that this fee is
I agree to pay a refundable pet deposit of \$ to the HA. A non-refer and Initial Deposit must be paid prior to the execution of this lease add deposit may be used by the Landlord at the termination of the lease toward payor toward payment of any other costs made necessary because of Tenant's premises.	lendum. The pet syment of any rent
I AGREE AND UNDERSTAND THAT ALL INFORMATION CONCERN MUST BE UPDATED ANNUALLY AND PROVIDED TO THE HA AT REEXAMINATION. ANNUAL FEES SHALL BE PAYABLE IN FULL TW FROM THE APPROVAL DATE.	THE ANNUAL
I AGREE AND UNDERSTAND THAT VIOLATING THIS LEASE AD RESULT IN THE REMOVAL OF THE PET(S) FROM THE PROPERT AND/OR EVICTION. I, ALSO UNDERSTAND THAT I MAY NOT BE OWN ANY TYPE OF PET IN THE FUTURE WHILE BEING AN OCCUPAN	TY OF THE HAE ALLOWED TO
I ALSO UNDERSTAND THAT I MUST OBTAIN PRIOR APPROVAL BEFORE MAKING A CHANGE OF A PET FOR WHICH THIS POLICY VOR ADDING A SECOND PET. ALSO, A PICTURE MAY BE TAKEN BY OF THE PET (S) FOR DOCUMENTATION.	VAS APPROVED

Housing Authority Representative Signature

Printed on: 3/24/014:25 AM
Date

Date

#### General

In order to be eligible for continued occupancy, each adult family member must either (1) contribute eight hours per month of community service (not including political activities) within the community in which the public housing development is located, or (2) participate in an economic self-sufficiency program or a combination of the two unless they are exempt from this requirement

### Exemptions

- 7.
- 8. The following adult family members of tenant families are exempt from this requirement.
  - 1. A. Family members who are 62 or older
  - 1. B. Family members who are blind or disabled
  - 1. C. Family members who are the primary care giver for someone who is blind or disabled
  - 1. D. Family members engaged in work activity
  - 1. E. Family members who are exempt from work activity under part A title IV of the Social Security Act or under any other State welfare program, including the welfare-to-work program
  - 1. F. Family members receiving assistance under a State program funded under part A title IV of the Social Security Act or under any other State welfare program, including welfare-to-work and who are in compliance with that program

# Notification of THE RequireMENT

- 1. The Housing Authority of Paris shall identify all adult family members who are apparently not exempt from the community service requirement.
- 1. The Housing Authority of Paris shall notify all such family members of the community service requirement and of the categories of individuals who are exempt from the requirement. The notification will provide the opportunity for family members to claim and explain an exempt status. The Housing Authority of Paris shall verify such claims.
- 1. The notification will advise families that their community service obligation will begin upon the effective date of their first annual reexamination on or after (insert

**date.)** For family's paying a flat rent, the obligation begins on the date their annual reexamination would have been effective had an annual reexamination taken place. It will also advise them that failure to comply with the community service requirement will result in ineligibility for continued occupancy at the time of any subsequent annual reexamination.

## Volunteer Opportunities

Community service includes performing work or duties in the public benefit that serve to improve the quality of life and/or enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community.

An economic self sufficiency program is one that is designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants. These programs may include programs for job training, work placement, basic skills training, education, English proficiency, work fare, financial or household management, apprenticeship, and any program necessary to ready a participant to work (such as substance abuse or mental health treatment).

The Housing Authority of Paris will coordinate with social service agencies, local schools, and the Human Resources Office in identifying a list of volunteer community service positions.

1.

2. Together with the resident advisory councils, the Housing Authority of Paris may create volunteer positions such as hall monitoring, litter patrols, and supervising and record keeping for volunteers.

#### The Process

- 1. At the first annual reexamination on or after (**insert date**), and each annual reexamination thereafter, the Housing Authority of Paris will do the following:
  - A. Provide a list of volunteer opportunities to the family members.
  - B. Provide information about obtaining suitable volunteer positions.
  - C. Provide a volunteer time sheet to the family member. Instructions for the time sheet require the individual to complete the form and have a supervisor date and sign for each period of work.
  - D. Assign family members to a volunteer coordinator who will assist the family members in identifying appropriate volunteer positions and in meeting their responsibilities. The volunteer coordinator will track the family member's progress monthly and will meet with the family member as needed to best encourage compliance.

E. Thirty (30) days before the family's next lease anniversary date, the volunteer coordinator will advise the Housing Authority of Paris whether each applicable adult family member is in compliance with the community service requirement.

# Notification of Non-compliance with Community Service Requirement

- 1. The Housing Authority of Paris will notify any family found to be in noncompliance of the following:
  - A. The family member(s) has been determined to be in noncompliance;
  - B. That the determination is subject to the grievance procedure; and
  - C. That, unless the family member(s) enter into an agreement to comply, the lease will not be renewed or will be terminated;

# Opportunity for cure

2.

7.

- 1. The Housing Authority of Paris will offer the family member(s) the opportunity to enter into an agreement prior to the anniversary of the lease. The agreement shall state that the family member(s) agrees to enter into an economic self-sufficiency program or agrees to contribute to community service for as many hours as needed to comply with the requirement over the past 12-month period. The cure shall occur over the 12-month period beginning with the date of the agreement and the resident shall at the same time stay current with that year's community service requirement. The first hours a resident earns goes toward the current commitment until the current year's commitment is made.
- 1. The volunteer coordinator will assist the family member in identifying volunteer opportunities and will track compliance on a monthly basis.
- 1. If any applicable family member does not accept the terms of the agreement, does not fulfill their obligation to participate in an economic self-sufficiency program, or falls behind in their obligation under the agreement to perform community service by more than three (3) hours after three (3) months, the Housing Authority of Paris shall take action to terminate the lease.

#### HOUSING AUTHORITY RESPONSIBILITIES

The Housing Authority of Paris will ensure that all community service programs are accessible for persons with disabilities. The Housing Authority will also ensure that:

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The conditions under which the work is to be performed are not hazardous: The work is not labor that would normally be performed by the Housing Authority's own employees;

The work is not otherwise unacceptable.

#### APPROVED COMMUNITY SERVICE ACTIVITIES

Housing Authority Sponsored Programs:

Summer Feeding Program
Resident Leadership/Community Action
Taking Charge of Your Future
Spring/Fall Clean-Up
Extension Office
Girl Scouts/Cub Scouts/Boy Scouts/Brownies
Breakfast Club

Volunteer work may be done at local:

Library

Schools

Various organizations such as Red Cross, Salvation Army, Bourbon Heights, etc.

PLEASE GET PRIOR APPROVAL FROM THE HOUSING AUTHORITY FOR SERVICES OR ACTIVITIES YOU WISH TO DO THAT:

#### Improve the Physical Environment of the resident's community

Work with Youth Activities

Helping neighborhood groups on special projects

## **RASS Follow-up Plan**

The Housing Authority of Paris received a grade lower than 75% on the Safety portion of the Customer Services Satisfaction Survey. On investigation by the Authority it was found that the residents did not feel secure in their environment. It was reported that the police were not responding to calls for service at the Authority. This was somewhat beyond the Authority's span of control, but a successful effort has been made to establish better relations with the Paris Police.

The Paris Police department has created Community Policing at all Public Housing sites. Extra Police patrols are now being made, especially after the City of Paris hired four new officers. There is a strong possibility that a Police Substation will be opened at Horton Drive KY13-01 and KY13-02. Captain Kendall of the Paris Police is working on a policy to dispatch patrol cars to the Housing Authority. This is in direct correlation to the problem of Police not responding to calls at Public Housing.